

**Winterborne St Martin Parish Council**

Dear Councillor

You are hereby summonsed to attend the Annual General meeting of the Winterborne St Martin Parish Council to be held on Wednesday 28 May 2025 at 6.30pm, Magna Community Room.

Yours faithfully

Samantha Paulley, Clerk

**All are welcome to attend the meeting, please note the meeting will be recorded.**

Members of the public are invited to speak before the meeting commences, limited to 5 minutes per person.

1. Elect the Chair of the Council for 2025/2026 and sign Declaration of Acceptance of Office
2. Elect the Vice Chairman of the Council for 2025/2026
3. Apologies received
4. Declarations of Interest
5. Review of Policies & Procedures
  - a) Standing Orders
  - b) Assets
  - c) Subscriptions
  - d) Complaints Policy
  - e) FOI & Data Protection
  - f) Press/Media Policy
  - g) Employment Policy & Procedures
6. Appointments & Responsibilities
  - a) DAPTC Representative
  - b) Budget Working Group
  - c) Staffing Committee
  - d) Memorial Hall Working Group
  - e) Finance Working Group (Bankers etc)
  - f) Highways and RoW

All Agendas & Minutes can be viewed at [www.winterbornestmartin-pc.gov.uk](http://www.winterbornestmartin-pc.gov.uk)

g) Flood/Stream

h) Grounds

i) Allotments

j) SID

k) Washpool

7) Notice of next meeting

May Parish Council meeting to be held on Wednesday 28 May 2025, 7pm at Magna Community Room

Clerk to Winterborne St Martin Parish Council – 18 May 2025